MOSIS Course Assignment (Missouri)

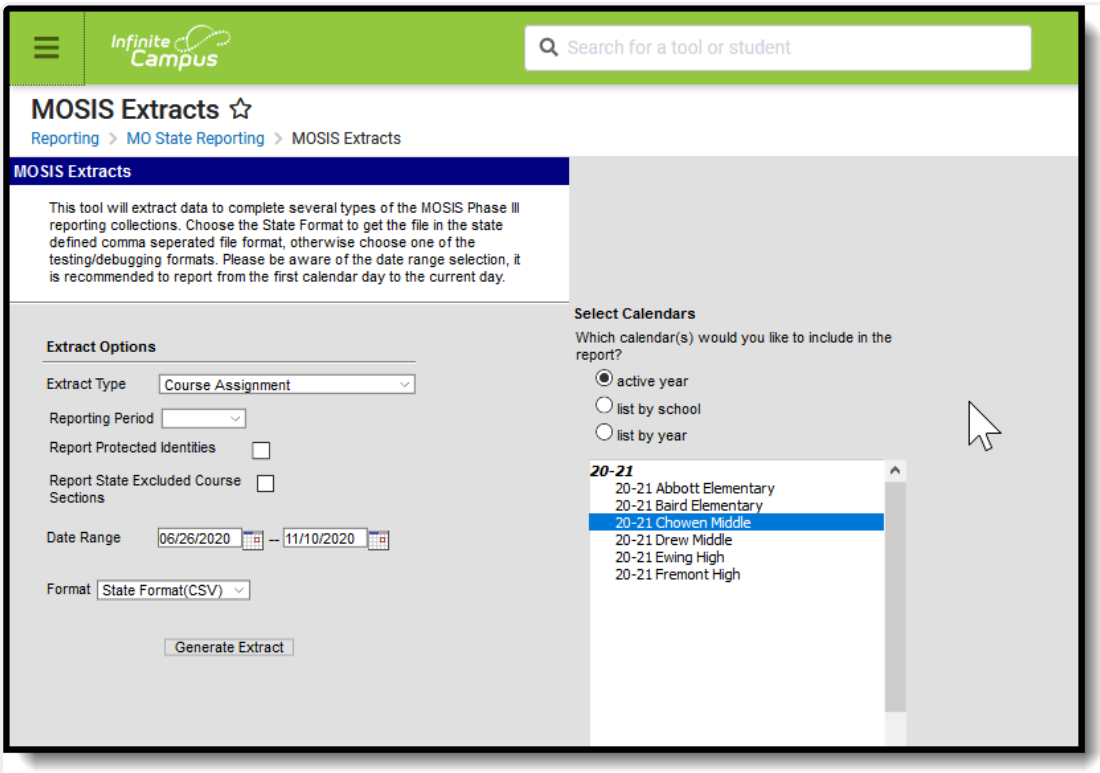
Last Modified on 10/12/2026 12:57 pm CDT

Tool Search: MOSIS Extracts

The Course Assignment extract contains educator identifiers and assignment data including regular instructional or administrative assignments, planning time and travel time between buildings, course number, sequence, grade, semester, program code, delivery system, minutes per week and units of credit. The Course Assignment extract requires a record for every educator assignment (all positions). The Course Assignment and the Student Assignment extracts are collected together as the Assignment Collection.

When a course section has multiple primary teachers associated with it, a record for each teacher who taught that section during the date range entered on the report editor will report.

See the Report Logic and Layout section of this article for additional information.



MOSIS Course Assignment

The Course Assignment Extract is collected during October and June. The October extract defines educator instruction and services information and the June extract defines certified staff and student information for state-approved and state-funded summer school programs. All active courses within the calendar(s) selected on the extract editor report.

Read - Generate MOSIS Course Assignment.

Write - N/A
Add - N/A
Delete - N/A

For more information about Tool Rights and how they function, see the Tool Rights article.

Course Minutes Calculation

This value reports for the October Reporting Period only.

When the Override field on the Section editor has a value, that value is used as an override of the calculation.

The average weekly course minutes are calculated for the course/section separately for each term in which it is scheduled as follows:

- For each period schedule in which the course/section is assigned in that term:
  - Total instructional minutes are calculated by the number of instructional minutes per day for the course/section times the number of instructional days to which the period schedule is assigned in the term.
  - Total instructional minutes divided by the number of weeks in the term = the average weekly course minutes for that period schedule in that term.
    - If the term is less than one week, instructional minutes are divided by 1.
  - This calculation is repeated for each period schedule to which the course/section is assigned in that term.
  - The weekly course minutes are then summed for each period schedule in the term to which the course/section is assigned, equaling the average weekly course minutes for that term.
- This is repeated for each term in which the course/section is scheduled.
- The average weekly course minutes are summed for each term, divided by the number of terms in which the course/section is scheduled.
- This result is reported, rounded to the nearest whole number.

Report Editor

The following fields are available for selection on the MOSIS Course Assignment Extract.

Extract Option	Description
Extract Type	Determines the extract that generates. Selection should be Course Assignment.
Reporting Period	Indicates the section of the school year for which student data is being reported. Each selection contains the same layout, but certain fields may be required in certain extracts, and optional in others.

Extract Option	Description
Report Protected Identities	When marked, student identity information (last name, first name, etc.) reports from the Protected Identity Information fields.
Report State Excluded Course Sections	When marked, course sections where the Assignment Number field on the Course Section editor has a value zero (0), those sections are included in the report, as long as the sections meet all other reporting population logic. Marking this checkbox also includes courses where the Exclude from State Reporting checkbox are marked on the Course editor.
Date Range	Entered dates are used to return students enrolled during that time frame. Enter dates in *mmddyy* format or use the calendar icon to choose a date.
Ad hoc Filter	Selection includes only those students included in the filter.
Format	Determines how the extract generates. Use the State Format (CSV) when submitting the final data to MOSIS. Use the other available formats (HTML, Tab Delimited, XML) for data review and testing.
Calendar	Selected calendar indicates which students are included in the report. Multiple calendars can be selected at one time; it is recommended that all calendars in a district not be selected as this will increase the amount of time it takes to generate the extract. The calendar chosen in the Campus toolbar is already selected.
Generate Extract	Displays the selected calendar information and extract immediately for data review and printing purposes in one of the selected formats.

Generate the Report

1. Select the **Course Assignment Extract Type**.
2. Select the **Reporting Period**.
3. Mark the **Report Protected Identities** checkbox, if desired.
4. Mark the **Report State Excluded Course Sections**, if desired.
5. Enter the **Date Range**.
6. Select the **Format**.
7. Select which **Calendar(s)** to include within the extract. Selecting multiple calendars may impact generation times and overall Campus performance.
8. Select the **Generate Extract** button. The extract will appear in a separate window in the designated format.

CollectionVersion	CurrentSchoolYear	ReportingDistrictCode	ReportingSchoolCode	EDSSN	LastName	FirstName	PosCode	CTEProgType	AssignNum	LocCourseNum
2011Oct1.0CrsAssign	2011	96091	4040	111111111	TESTER	MARY			11111111111	GRD00019
2011Oct1.0CrsAssign	2011	96091	4040	111111111	TESTER	MARY			11111111111	GRD00019
2011Oct1.0CrsAssign	2011	96091	4040	111111111	TESTER	MARY			11111111111	GRD00019
2011Oct1.0CrsAssign	2011	96091	4170	111111111	TESTER	MELISA			11111111111	GRD00027
2011Oct1.0CrsAssign	2011	96091	4170	111111111	TESTER	MELISA			11111111111	GRD00027
2011Oct1.0CrsAssign	2011	96091	4170	111111111	TESTER	MELISA			11111111111	GRD00027
2011Oct1.0CrsAssign	2011	96091	4170	111111111	TESTER	MELISA			11111111111	GRD00027
2011Oct1.0CrsAssign	2011	96091	4170	111111111	TESTER	MELISA			11111111111	GRD00027
2011Oct1.0CrsAssign	2011	96091	4020	111111111	TESTER	MARY			11111111111	GRDRD02
2011Oct1.0CrsAssign	2011	96091	4020	111111111	TESTER	ELAINE			11111111111	GRDRD02

MOSIS Course Assignment - CSV Format

Report Logic and Layout

Click this MOSIS Course Assignment PDF link for report logic and layout information.

Previous Versions

MOSIS Course Assignment (Missouri) [.2239 and previous]